



## INTERIM FINANCE COMMITTEE MEETING

### Meeting Minutes

Date: November 22, 2023

Time: 2:00 PM to 3:30PM

Location: Microsoft Teams

Present: **Members:** Scott Crawford (President EC/LoP/OPBO), Jonathan Brulotte (Vice-President EC/LoP/OPBO), Granda Kopytko, André Picotte (Vice-President TR)

**Staff:** Mark Courty (Payroll and Accounting Officer), Sharon Salter (Director of Finance), Jean Ouellette (Executive Director), Stéphanie Cousineau (Admin)

**Regrets:** Andriy Okladov (Chair)

Topic
2PM Meeting quorum reached. S. Crawford has been asked to act as Chair in A. Okladov's absence. CAPE Statement on Harassment is known by the committee therefore, not deemed necessary to read. S. Salter accepts the role for Anti-harassment Resource Person for the meeting.
<b>1. <u>Approval of Agenda</u></b>  a. S. Crawford moves to approve the agenda. Agenda approved unanimously.
<b>2. <u>Approval of Minutes from September 25<sup>th</sup>, 2023</u></b>  a) S. Crawford moves to approve the Minutes from September 25 <sup>th</sup> , 2023, seconded by G. Kopytko.  In favour = 2 Against = 0 Abstention = 1 <b>Carried</b>  <b>3. <u>Approval of Minutes from October 19<sup>th</sup>, 2023</u></b>  b) S. Crawford moves to approve the Minutes from October 19 <sup>th</sup> , 2023, seconded by G. Kopytko.  In favour = 2 Against = 0 Abstention = 1 <b>Carried</b>
<b>4. <u>Review Cheques over \$500 for October 2023</u></b>  <i>Meeting moves 'In-Camera' to review October 2023 Cheques over \$500. A. Picotte joins the meeting.</i>



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**5. Review and approval of the October 2023 Financial Statements**

- a) S. Crawford moves to approve the October 2023 Financial Statements, approved unanimously.

In favour = 4    Against = 0    Abstention = 0    **Carried**

**6. Roundtable**

Nothing to discuss.

**7. Confirmation of next meeting and adjournment**

- a. Motion to adjourn meeting at 2:50pm.
- b. No meetings until 2024.